

Prepare Security and Compliance to Support Microsoft 365 Copilot

MS-4006

Course Name	Prepare Security and Compliance to Support Microsoft 365 Copilot
Course Code	MS-4006
Course Duration	1 Day
Course Structure	Instructor-Led
Course Overview	Prepare Security and Compliance to Support Microsoft 365 Copilot examines the key Microsoft 365 security and compliance features that administrators must prepare in order to successfully implement Microsoft 365 Copilot. The course covers the prerequisites for Copilot deployment, secure user access, role and permission management, the deployment of Microsoft 365 Apps for enterprise, Microsoft Purview Data Loss Prevention, sensitivity labels, and Copilot extensibility. Delegates will gain a structured understanding of how to assess organisational readiness, harden Microsoft 365 against common attack vectors, and ensure data is appropriately classified and protected before Copilot is enabled. The course is essential preparation for administrators tasked with introducing AI-assisted productivity into a regulated or security-sensitive environment.
Audience Profile	This course is designed for Microsoft 365 administrators, functional consultants, solution architects, and technology managers responsible for the secure deployment of Microsoft 365 Copilot. It is suitable for professionals working in compliance-oriented or regulated environments where data protection and access governance are critical.
Course Prerequisites	Delegates should have basic functional experience with Microsoft 365 services and a proficient understanding of general IT administration practices.
Course Outcome	Upon successful completion of this course, delegates will be equipped with the skills and knowledge required to: • Implement the prerequisites for Microsoft 365 Copilot deployment • Manage secure user access including MFA, conditional access, and Smart Lockout • Manage permissions, roles, and role groups in Microsoft 365 • Deploy Microsoft 365 Apps for enterprise effectively • Implement Microsoft Purview Data Loss Prevention policies • Plan and deploy sensitivity labels and auto-labelling

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	Manage Microsoft 365 Copilot extensibility and connectors
Assessment/Evaluation	This course prepares delegates to support the secure deployment of Microsoft 365 Copilot and aligns with the broader MS-102 administrator certification path. Successful completion will result in a Certificate of Attendance issued by IT-IQ Botswana.

Course Details	
Topic	Topic 1: Implement Microsoft 365 Copilot - Copilot prerequisites and licensing - Preparing data for Copilot searches - SharePoint Advanced Management tools Topic 2: Manage Secure User Access in Microsoft 365 - Conditional access policies and MFA - Self-service password management - Smart Lockout and security defaults Topic 3: Manage Permissions, Roles, and Role Groups - Role-based access control in Microsoft 365 - Administrative units in Microsoft Entra ID - Privileged Identity Management Topic 4: Deploy Microsoft 365 Apps for Enterprise - Self-service and centralised deployments - Update channels and management - Security baselines for Microsoft 365 Apps Topic 5: Implement Microsoft Purview Data Loss Prevention - Planning DLP policies - Configuring DLP across Microsoft 365 workloads

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	• Tuning and incident response Topic 6: Implement Sensitivity Labels • Label taxonomy design • Publishing and applying labels • Auto-labelling for SharePoint and OneDrive Topic 7: Manage Microsoft 365 Copilot Extensibility • Microsoft Graph connectors • Managing Copilot agents • Monitoring and governance of extensibility
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